

Career Planning

Career planning is the most important step along the way to finding a rewarding job. A lot of people skip over this phase thinking it's a waste of time. However, taking time to look at the big picture now can pay off in the long run.

CAREER PLANNING--Evaluate your career goals and how they fit in with your life goals. Assess your personal career desires, financial needs, and geographic location requirements.

Life Goals

What are your life goals? What are the things that matter most to you? According to author Steven Covey in his book *Seven Habits of Highly Effective People*, there are four dimensions that lead to a healthy balanced life. They include social/emotional (family and friends), physical (exercise, nutrition, and stress management), mental (reading, writing), and spiritual (values, commitments). In order to maintain a balanced lifestyle, a person should try to exercise each dimension on a

regular basis. How balanced is your current life? Is obtaining a more balanced lifestyle a personal goal for you?

Career Goals

Today's workplace is constantly changing. Thirty years ago a person might expect to stay with the same company until they retired. Today, a person can expect to change careers as many as seven times during their working life.

What Things Do You Need To Consider When Incorporating Your Career Plan Into Your Lifestyle?

✦ **Core Expertise:** What are you good at? Look at your aptitudes (such as number memory, logic,

organizational ability, spatial aptitude), technical skills (such as computers, mechanics), and experiences in a specific field (such as nursing, counseling, contract negotiating, fast-food management).

✦ **Personal Desires:** Balance between work, family, and friends; flexibility; quality personal time? Is it important to work for a company that is socially responsible? Do you desire to work at home and be your own boss or do you prefer a large company setting?

✦ **Financial Needs, Today And Tomorrow:** Mortgage payment, college for the kids, retirement, vacation. Know your needs and your long-term goals. With high turnover in the workplace, many Americans don't have pension plans and don't think about it until it is too late.

✦ **Health:** Many times we reach a point in our lives where we are unable to continue to do what we once found physically easy. Physical health is an important factor to consider when looking at career opportunities that are suitable.



✦ **Geographic Location:** Where do you want to live? Computers and fax machines make communicating much easier today and offer people more flexibility in where they live and work.

Many people find it difficult to assess their life and career goals without some guidance. There are several resources available to help you in developing a career plan that addresses your specific needs and interests. Try talking to your school guidance counselor or advisor, a teacher, or a parent. Check out the library or your local NH Employment Security Job and Information Center for other resources.

Source: Adapted from Indiana Dept of Workforce Development web site, at: www.state.in.us/dwd/career_planning1.shtml



On The Way Up

Computer Scientist

If you are interested in computers, you might like this occupation, which ranks as the fastest growing in New Hampshire. Computer Scientists perform many of the same functions as other computer professionals but are distinguished by the higher level of theory and innovation in their job. They may also be employed as theorists, researchers, or inventors. The projected growth rate for this occupation is 102.9 percent in New Hampshire from 1998 to 2008. An estimated 594 new positions will be created by 2008. As far as salary goes, it pays an average of \$35.10 an hour. Training required can vary greatly, but individuals interested will generally need at least a Bachelor's degree.

Computer Support Specialist
Another computer occupation with a fine growth rate--87.9 percent--from 1998 to 2008 in New Hampshire,

making it the second fastest growing. People in this job provide technical assistance, support, and advice to computer system users. Job titles you might have include Computer Support Analyst, Work Station Support Specialist, and Help Desk Technician. The occupation is projected to add 1,707 new positions by 2008. It pays an average salary of \$17.43 per hour. Training requirements can vary, but generally a Bachelor's degree is needed.

Systems Analyst, Electronic Data Processing
So, are you into computers? Good! People in this occupation analyze science, engineering, business, and all other data processing problems for application to electronic data processing systems. It is the third fastest growing occupation. The growth rate is an estimated 87.4 percent for New Hampshire from 1998 to 2008, and 2,364 new positions are projected by 2008. As far as salary goes, it pays an average of \$20.97 to \$30.48 an hour. Individuals interested in this occupation should have a minimum of a Bachelor's Degree.

Desktop Publishing Specialist (Electronic Pagination System Operator)

Yes, we're still talking about computers--are you surprised? This occupation ranks as the fourth fastest growing. On a computer, a person in

this job calls up type and art elements from computer memory and transforms them into a completed page. This whole newspaper was created in desktop publishing software. The projected growth rate is 84.4 percent for New Hampshire from 1998 to 2008, and an estimated 152 new positions will be created by 2008. The average salary is \$14.55 an hour. Training has generally been long-term (over twelve months) on-the-job training, but it is expected that as the position gets more complex, higher levels of training will be required. More and more individuals are completing formal graphic arts or other postsecondary programs in printing technology.

Database Administrator

Yes, yes, I know, we're still talking about computer positions. Well, the five fastest growing positions in New Hampshire involve computer technology in one way or another. People in this occupation coordinate physical changes to computer databases, and code, test, and implement databases. The projected growth rate in New Hampshire from 1998 to 2008 is 72.6 percent, with an estimated 215 new positions by 2008. It is the fifth fastest growing. The average salary is \$25.27 an hour. Individuals interested in this occupation should have at least a Bachelor's Degree.

10 Fastest Growing Jobs in New Hampshire

Occupation	Ave. Hourly Wage ⁽¹⁾
Computer Scientists, NEC	\$35.10
Computer Support Specialists	\$17.43
Systems Analysts	\$30.48
Desktop Publishing Specialists	\$14.55
Database Administrators	\$25.27
Health Practitioners, NEC	\$18.60
Home Health Aides	\$10.15
Instructional Coordinators	\$24.25
Physician Assistants	\$32.77
Dietetic Technicians	\$11.16

NEC=Not Elsewhere Classified

10 Fastest Declining Jobs in New Hampshire

Occupation	Ave. Hourly Wage ⁽¹⁾
Textile Machine Operators & Tenders	\$10.48
Sewing Machine Operators, Garment	\$9.26
Shoe/Leather Workers	\$6.86
Woodworking Machine Operators & Tenders	\$10.63
Word Processors & Typists	\$11.50
Computer Operators, Except Peripheral Equipment	\$14.80
Photographic Processing Machine Operators	\$10.83
Proofreaders & Copy Markers	\$11.09
Announcers, Radio & TV	n/a
Switchboard Operators	\$10.28

(1) Yr 2000 average wages. Wage rates include all levels of experience and should not be viewed as entry-level. Wages do not include self-employed workers.

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